



STATE PLUMBING BOARD OF LOUISIANA

*"From Hospital to Home, Your Health Depends on Proper Plumbing
— A Cornerstone of Public Health"*

PLEASE SUBMIT ALL APPLICATIONS TO:

11304 CLOVERLAND AVENUE

BATON ROUGE, LOUISIANA 70809

PHONE: (225) 756-3434 • FAX: (225) 756-3433

WWW.SPBLA.COM

JOURNEYMAN PLUMBER APPLICATION INSTRUCTIONS

PLEASE READ COMPLETELY

To qualify for examination, the applicant must be a registered apprentice through the State Plumbing Board and have either completed the Apprenticeship Program **or** in their last year of the program. An applicant who has 5 years or 8,000 hours under the direct, on-the-job supervision of a Journeyman or Master Plumber may apply through the Waiver Process by showing proof of either 5 years of W-2's or 8,000 hours of official payroll documentation.

Examinations are held in January, April, July, and October at the State Plumbing Board. Please mail applications and correspondence to **11304 Cloverland Avenue, Baton Rouge, La, 70809**. Examination dates are subject to change due to conditions beyond the control of the Board. **EXAMINATION FEE: \$135.00 (\$125.00 Exam Fee + \$10.00 Processing Charge).**

Applicants are scheduled on a first come first serve basis. First time applicants should allow time for apprenticeship verification. First time and returning applicants MUST submit applications no less than 30 (thirty) days before any scheduled examination. This application must be completed by the applicant, properly signed, have a photo attached, and witnessed before a Notary Public. All tools and material for the examination are furnished to the applicant without additional costs, however, **the applicant must bring a 6 ft. ruler, two (2) No. 2 pencils and the required reference material.**

The examination consists of an 80 question, 3-hour written exam and a practical (hands-on) portion.

For a **TEMPORARY WORK PERMIT** the applicant must submit the attached permit form and a **\$75.00 FEE** along with the application to take the examination. An applicant must be deemed eligible for examination before a permit can be issued. This permit will allow the applicant to work as a journeyman plumber until the date of the examination. If an applicant fails the examination, no other permit can be issued. Each applicant is only able to receive (1) permit per lifetime.

No applicant should appear for the examination unless they have received a notice from the Board. Notices will be mailed directly to the applicant; therefore, it is imperative that the Board have the applicant's correct mailing address. This notice must be presented at the examination site. Applicants will be required to show photo identification before being allowed to take the examination. If an applicant withdraws an application at least thirty (30) days prior to the examination, fifty-percent (50%) of the examination fee will be retained for administrative costs. If an applicant does not appear for the scheduled examination or cancels less than thirty (30) days prior, the exam fee will be forfeited.

Upon passing the examination, an applicant will be notified to complete the appropriate form and return with a \$50.00 fee for their first license. Each license holder will be responsible for renewing this license each year thereafter before December 31st to avoid delinquent fees.

Apprentices may schedule to take the Journeyman Exam, but they may not apply for their Initial License until they have completed the Apprenticeship Program and submitted their certificate of completion from Louisiana Workforce Commission to the State Plumbing Board.

**THE APPLICANT MUST SIGN BELOW INDICATING THAT
THE ABOVE INSTRUCTIONS HAVE BEEN READ.**

I, _____ (PRINT NAME) have read the instructions to apply for the Journeyman Plumber Examination and fully understand that the instruction sheet is part of my application and must be signed, dated and returned in order to qualify for the Journeyman Examination.

Applicant's Signature: _____ Signed This Date: _____



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PLEASE ATTACH 2X2 PHOTO HERE
(A Copy of a Photo I.D. Is Acceptable)

JOURNEYMAN PLUMBER APPLICATION

PLEASE INDICATE THE APPLICATION PROCESS BEING USED:

- APPRENTICESHIP – PLEASE PROVIDE YOUR APPRENTICE REGISTRATION NUMBER: _____
- WAIVER PROCESS – PLEASE ATTACH EITHER 5 YEARS OF W-2'S OR 8,000 HOURS OF OFFICIAL PAYROLL DOCUMENTATION.

COMPLETE ALL PORTIONS OF THIS DOCUMENT & RETURN IT WITH THE APPROPRIATE FEES IN THE FORM OF A CHECK OR MONEY
ORDER PAYABLE TO: STATE PLUMBING BOARD OF LOUISIANA - 11304 CLOVERLAND AVE. BATON ROUGE, LA 70809

APPLICANT INFORMATION

Last Name: _____ First Name: _____ MI: _____ Suffix: _____

Mailing Address: _____ City: _____

State: _____ Zip: _____ Parish: _____ Date of Birth: ____/____/____

SSN: _____ - _____ - _____ Phone: (____) _____ Email: _____

Have you ever been convicted of a felony associated with the art of plumbing? YES / NO (CIRCLE ONE)

If you answered yes to the above question, please contact the State Plumbing Board.

EMPLOYING ENTITY

Company Name: _____ Phone: (____) _____

Address: _____ City: _____ State: ____ Zip: _____

APPRENTICESHIP PROGRAM

Name of Apprenticeship Program: _____

IF YOU HAVE ALREADY COMPLETED THE APPRENTICESHIP PROGRAM, YOU MAY ATTACH A COPY OF YOUR CERTIFICATE OF COMPLETION FROM LOUISIANA WORKFORCE COMMISSION OR A COPY OF YOUR RAPIDS "HISTORY" SHOWING YOUR COMPLETION STATUS. IF YOU ARE IN THE LAST YEAR OF YOUR APPRENTICESHIP, PLEASE ATTACH A COPY OF YOUR RAPIDS "HISTORY" SHOWING YOUR CURRENT ENROLLMENT STATUS. PLEASE CONTACT YOUR APPRENTICESHIP PROGRAM OR LOUISIANA WORKFORCE COMMISSION TO OBTAIN.

Journeyman Exam Fee	\$125.00
Processing Charge	\$10.00
Total	\$135.00

THIS PORTION MUST BE NOTARIZED.

STATE OF LOUISIANA, PARISH OF _____.

THE APPLICANT, WHOSE NAME IS BEING SWORN, DECLARED THAT THE FOREGOING STATEMENTS SUBSCRIBED TO ARE TRUE TO THE BEST OF THEIR KNOWLEDGE AND BELIEF, THAT THEY PERSONALLY SIGNED THIS APPLICATION, AND THAT THEY HAVE READ THE STATEMENTS MADE IN THIS APPLICATION AND CAN CONFIRM THE CORRECTNESS OF THESE STATEMENTS.

I HAVE READ THE INSTRUCTIONS BEFORE COMPLETING THE APPLICATION.

APPLICANT'S SIGNATURE: _____

SUBSCRIBED AND SWORN TO BEFORE ME, THIS _____ DAY OF _____ 20_____

SIGNATURE OF NOTARY: _____

NOTARY SEAL

THIS OATH MUST BE TAKEN BEFORE AN OFFICER AUTHORIZED TO ADMINISTER OATHS.



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JOURNEYMAN PLUMBER PERMIT FORM

JOURNEYMAN PERMIT FEE: \$75.00 (THIS FEE IS SEPARATE FROM THE EXAM FEE)

COMPLETE ALL PORTIONS OF THIS DOCUMENT & RETURN IT WITH THE APPROPRIATE FEES IN THE FORM OF A CHECK OR MONEY
ORDER PAYABLE TO: STATE PLUMBING BOARD OF LOUISIANA - 11304 CLOVERLAND AVE. BATON ROUGE, LA 70809

APPLICANT INFORMATION

Last Name: _____ First Name: _____ MI: _____ Suffix: _____

Mailing Address: _____ City: _____

State: _____ Zip: _____ Parish: _____ Date of Birth: ____/____/____

SSN: ____-____-____ Phone: (____) _____ Email: _____

Company Name: _____ Phone: (____) _____

Address: _____ City: _____ State: ____ Zip: _____

PLEASE NOTE: You must apply, or be currently scheduled, for the Journeyman Plumber exam in order to apply for a permit. The permit will allow the approved applicant to work as a Journeyman Plumber until the date of their examination. Applicants are allowed ONE (1) permit per lifetime. After the expiration of the permit, the applicant must return to the direct supervision of a licensed plumber as an apprentice.

APPLICANT'S SIGNATURE: _____ DATE: _____



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JOURNEYMAN PLUMBER CANDIDATE BULLETIN

ABOUT NITC

The National Inspection, Testing and Certification Corporation (NITC) is an internationally recognized third party personnel certification agency. NITC is ISO 9002-94 certified and is an ANSI accredited Certifier-Accreditation Number 0645 in the following scope: Fire sprinkler Fitter Mastery Certification, HVAC Mastery Certification, Journeyman Pipefitting/Steam fitting, Journeyman Plumber, Medical Gas Inspector, Medical Gas Installer, Medical Gas Instructor and Medical Gas Verifier. NITC is non-discriminatory in accepting applications and issuing certifications to candidates regarding membership in any trade, association, union, etc., and is in compliance with all US Federal and State ADA regulations.

EXAMINATION INFORMATION

The State Plumbing Board of Louisiana shall determine if the candidate is qualified to take the license qualification examination. All candidates must complete an application that must be submitted no later than thirty (30) days prior to the scheduled date of the examination. If an applicant does not appear for the scheduled examination or cancels less than thirty (30) days prior, the exam fee will be forfeited. If an applicant withdraws an application thirty (30) days prior to the examination, fifty percent (50%) of the examination fee will be retained for administrative cost. Applications and information regarding eligibility requirements, fees and examination dates are provided by the State Plumbing Board. The examinations are scheduled for: **JANUARY, APRIL, JULY, and OCTOBER**. The Journeyman Plumber examinations are conducted at the State Plumbing Board of Louisiana's testing facility in Baton Rouge, Louisiana at **11304 Cloverland Ave. Baton Rouge, LA. 70809.**

EXAMINATION RESULTS

The proctor will ask for proper identification and will instruct the candidates on the proper method of completing the scantron form. A minimum of seventy percent (70%) is the required score to pass each examination category. NITC will forward the results of examinations to the State Plumbing Board within fifteen (15) working days. The State Plumbing Board will mail to the candidate the results of their examination. **PLEASE DO NOT CALL THE STATE PLUMBING BOARD OR NITC REQUESTING RESULTS. TESTING RESULTS WILL NOT BE GIVEN OVER THE TELEPHONE.**

QUESTION CHALLENGES AND APPEALS PROCEDURE

Any candidate may challenge, at the conclusion of the written examination, any question(s) by completing the question challenge form that is provided in the proctor's examination package. Candidates must request the question challenge form from the proctor. The NITC Certification Staff as per Section XI of the NITC Rules and Procedures document shall review any and all challenges. Any candidate may appeal a score of an examination. Appeals shall be filed in writing and received via U.S. Mail, facsimile, or email no later than thirty (30) days from the receipt of the examination score.

ADMISSION TO THE EXAMINATION

Once your application is approved, the State Plumbing Board will send you an Admission Letter. This Admission Letter will show the specific exam date, exam starting time, and the location of the testing facility. **NO WALK-IN APPLICANTS WILL BE ADMITTED.** Only pre-registered candidates will be admitted into the examination. If your Admission Letter is lost, or you do not receive an Admission Letter at least two (2) weeks prior to the examination date, contact the State Plumbing Board of Louisiana immediately at (225)756-3434. It is the responsibility of the candidate to notify NITC and the State Plumbing Board of any changes of address.

SPECIAL REQUESTS FOR TAKING THE EXAMINATION

Requests for special consideration for examinations will be accommodated by NITC if possible. Candidates that have a disability that restricts their ability to take a written test under the standard conditions may request special testing arrangements. Such request must accompany the application and must be received by the normal application closing date. The request should indicate the nature of the disability and the special accommodations needed. Verification of both the disability and the need for special accommodations may be required by a licensed medical professional. Thirty (30) days' advance notice is required for all considerations.

WHAT YOU MUST BRING WITH YOU TO THE EXAMINATION

1. **ADMISSION LETTER**
2. **PHOTO IDENTIFICATION** (You will not be admitted for the examination without official photo identification.)

You may also bring the following materials to the examination:

1. **LOUISIANA STATE PLUMBING CODE, 2000 EDITION**
https://ia802704.us.archive.org/16/items/gov.la.plumbing/la_plumbing.pdf
2. **TITLE 51 PUBLIC HEALTH SANITARY CODE, PART XIII. (PART 13) SEWAGE DISPOSAL**
www.doa.la.gov/osr/LAC/51V01/51.doc
3. A silent, nonprinting calculator
4. A tape measure or a six-foot ruler
5. Two, #2 pencils

PLEASE NOTE: YOU MAY HIGHLIGHT AND TAB ONLY. YOU CANNOT USE OR BRING ANY REFERENCE MATERIAL THAT HAS BEEN WRITTEN IN. YOU MAY NOT WRITE IN ANY REFERENCE MATERIAL DURING THE EXAM.

WHAT NOT TO BRING WITH YOU TO THE EXAMINATION

No PDA's, cellular telephones, wrist watches or any other type of devices that record data can be used during the examination. No loose pages, sticky notes or note pads are allowed.

COPYRIGHT EXAMINATION

All examinations are the copyright property of the State Plumbing Board of Louisiana. It is against federal law to copy, reproduce, record or distribute, in whole or any part of the examination, without written permission from the State Plumbing Board of Louisiana.

CONTENT AREAS - 80 QUESTIONS, 4 HOURS

The Journeyman Plumber exam includes both an open book, written exam and a three (3) part practical exam. Examinations are based on the following content areas. Next to each subject heading is the approximate number of questions in the subject area.

<u>SUBJECT</u>	<u>NUMBER OF QUESTIONS</u>	<u>SUBJECT</u>	<u>NUMBER OF QUESTIONS</u>
Administrative-Licensing	1-3	Plumbing-Backflow Prevention	2-4
Administrative-Permits	1-3	Plumbing-Drainage Systems	6-8
Administrative-Inspections	1-3	Plumbing-Cleanouts	1-3
Administrative-ADA Accessibility	1-2	Plumbing-Indirect Wastes	1-3
Plumbing-General Knowledge	6-8	Plumbing-Vents and Venting	6-8
Plumbing-General regulations	3-5	Plumbing-Traps and Interceptors	2-4
Plumbing-Hangers and Supports	2-4	Plumbing-Storm Drains	1-2
Plumbing-Materials	2-4	Isometric Analysis	11-15
Plumbing-Joints and Connections	1-3	Piping	2-4
Plumbing-Plumbing Fixtures	2-4	Plumbing-Valves	1-2
Plumbing-Water Heaters	1-2	Plumbing-Developed Length	4-6
Plumbing-Water Supply and Distribution	3-5	TOTAL NUMBER OF QUESTIONS	80

THE SECOND PART OF THE EXAM WILL BE A PRACTICAL (HANDS ON) PORTION.

There will be no study material for this part.